

DEPARTMENT OF THE ARMY  
HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND  
Fort Monroe, Virginia 23651

TRADOC Regulation  
No 10-2

1 July 1973

Organization and Functions

CONTROL OF MISSION ASSIGNMENT AND ORGANIZATION STRUCTURING

This regulation establishes procedures to control mission assignments and organizational structuring within TRADOC. Local supplementation of this regulation is prohibited, except upon approval of CG TRADOC.

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1. PURPOSE. This regulation prescribes policies and procedures for establishing the mission statement, organizational structure, and functions of all US Army Training and Doctrine Command (TRADOC) table of distribution and allowance (TDA) units. It defines categories of organizations and activities assigned to the command.

2. EXPLANATION OF TERMS.

a. Major Army Command (MACOM). A command directly subordinate to, established by authority of, and specifically designated by Headquarters, Department of the Army. Army component commands of Unified and Specified Commands are major Army commands.

b. Major Army Sub-command (Sub-MACOM). A command directly subordinate to a major Army command, which has been assigned direct line responsibility and authority for a prescribed Army mission, and which has been designated by the parent MACOM as a major Army Sub-command.

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\*This regulation supersedes CON/TRADOC Reg 10-5, 23 Feb 72

c. Activity. A separate TDA organization under the direct supervision of a major Army command or lower level of command. An activity can be functionally described as having either a staff support or field operating mission.

(1) Staff support activity. An organization which exists primarily to assist the Headquarters to which it reports. Staff support activities assist in the formation of policies and procedures or provide the necessary administrative and/or logistical support.

(2) Field operating activity. An organization which is an extension of a major Army command. It may participate in policy development and may still be required in the absence of the headquarters to which it reports.

d. Center. A specifically designated group of functionally correlated organizations which are collocated in order to facilitate coordination and/or cooperation of effort. See also functional center, school center and training center below:

(1) Functional center. A center authorized and specifically designated by HQDA to serve as the focal point for the correlation of combat developments and the integration of doctrine, education, and training within a broad general functional area.

(2) School center. A center authorized and designated by HQDA to accomplish combat developments and to accomplish and/or provide guidance for education and training within a clearly delineated branch or specialty area within the Army.

(3) Training center. A center authorized and designated by HQDA to conduct basic training, advanced individual training, and/or other training.

e. Host. The installation that has management control of facilities and provides services and facilities to an activity or unit under the command of HQDA, a MACOM, or a field operating agency.

f. Tenant. A unit or activity of one Government agency, military department, or command which occupies facilities on an installation of another military department or command, and receives supplies or other support services from that installation.

g. Satellite. A unit or activity of a Government agency, military department, or command which is not a tenant but which is dependent upon a designated installation for specified support, either as assigned by higher authority or through a mutually developed written support agreement.

3. OBJECTIVE. The objectives of this regulation are:

a. To provide a system for assigning missions to TDA units and approving organization structure that will facilitate flexible and efficient utilization of resources at all levels of command.

b. Standardize, where practical, organizational structures and titles of functional elements.

4. POLICIES.

a. Missions are assigned to TDA activities by higher authority through regulations and general orders. Mission statements will concisely set forth the basic purpose or objective of the unit commander.

b. The terms command and agency should not be used in the titles of TDA activities subordinate to HQ TRADOC. These terms imply the activity is directly subordinate to HQDA.

c. The organization and functions of each TRADOC activity will be developed and published in a local directive. The directive will be prepared in accordance with the policy in this and applicable regulations.

d. The organization and functions directive is the Organization and Functions (O&F) manual of the activity and is the basic and controlling organizational document. Approval of sections I and II of the TDA by HQ TRADOC constitutes approval of the organization.

e. Units are established to accomplish missions and will be structured to facilitate effective and efficient mission accomplishment and distribution of resources. Each organizational element of the activity will be assigned specific functional responsibilities oriented toward mission accomplishment. Functions will be homogeneously grouped to the maximum extent practicable.

f. Activities will be structured to achieve an optimum span of control by supervisory personnel.

g. Deputy and executive positions will be avoided. Normally these positions will not be established below the general staff office level. Deputy, assistant, and executive positions may be established in unusual circumstances, where the head of the activity or organizational element is frequently away on official business or where workload justifies the additional position.

h. Functional statements will reflect the functions of the organizational element concerned. They will be concise and clear. Statements of procedures will be avoided. Functions shown at a lower level of the organization will not be repeated at higher levels.

i. Recommended structure for TRADOC schools is provided at Appendix A. The principle feature of this structure is the establishment of a Deputy Commandant for Combat and Training Development at the same level as the Deputy Commandant for Training and Education.

j. Recommended structure for ROTC regional headquarters is provided at Appendix B. The ROTC program is managed through four regional headquarters.

k. Recommended structure for TRADOC installations is provided in AR 10-10, Figures 3 & 4. Guidance concerning structure and -position titles is provided in AR 10-0 and DA Pamphlet 570-551. Installation commanders are authorized to organize below division level based upon mission requirements and local considerations. It is emphasized, however, that organizational changes will not be the basis for increasing manpower requirements.

## 5. RESPONSIBILITIES.

a. HQ TRADOC DCSRM will:

(1) Approve, for the Commanding General, the organizational structure of all TRADOC TDA units.

(2) Insure that the mission statement are consistent in TDA documents (Section I) and General Orders.

(3) Approve all TDA documents as provided in AR 310-49.

b. Each unit or activity commander will:

(1) Apply the policy set forth or referenced in this regulation in developing organizational structures, O&F manuals, and TDA documents.

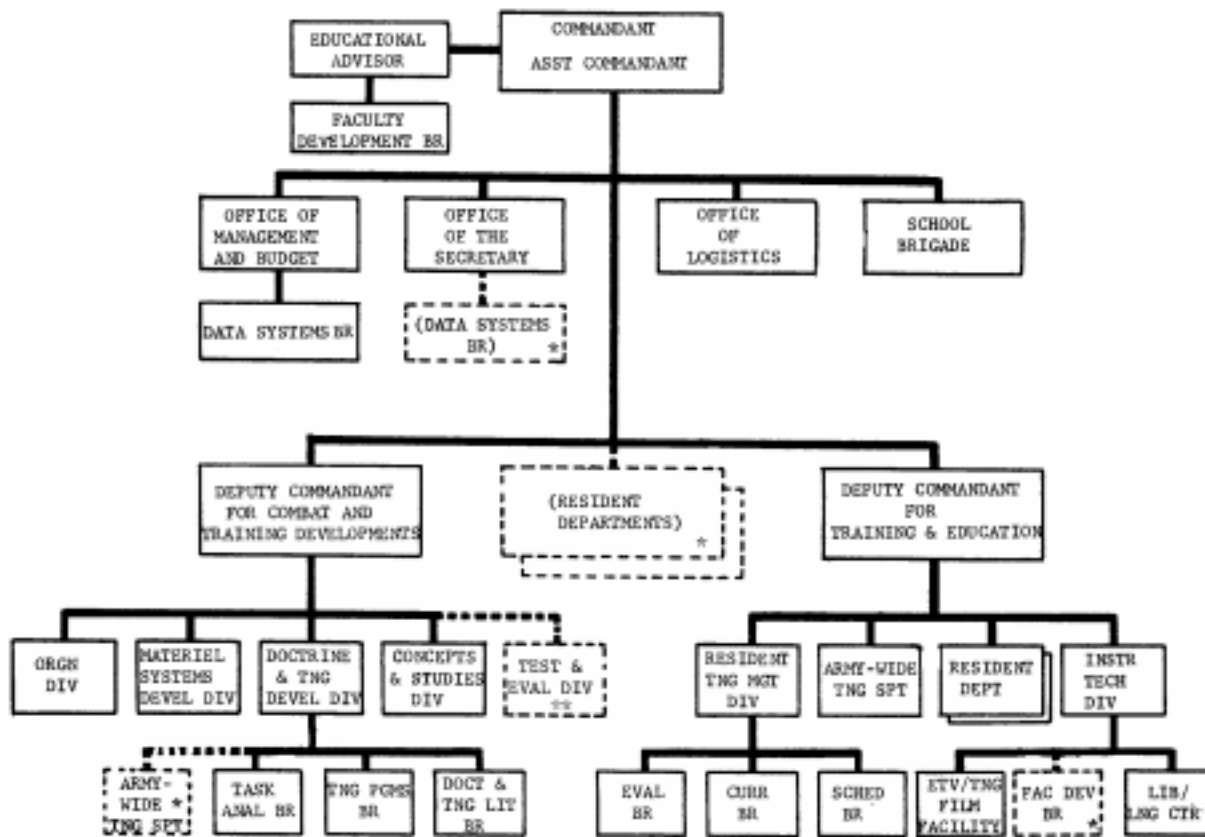
(2) Publish an organization and functions directive (O&F manual) as the basic and controlling organization document.

(3) Submit three copies of O&F manuals and changes thereto to HQ TRADOC, DCSRM.

6. REFERENCES.

- a. AR 1-24, Army Management Doctrine.
- b. AR 5-3, Doctrine and Philosophy for Management of Installations.
- c. AR 10-10, Installation Organization.
- d. AR 10-41, US Army Training and Doctrine Command.
- e. AR 220-5, Designation, Classification, and Change in Status of Units.
- f. AR 570-4, Manpower Management.
- g. DA Staffing Guides.
- h. TRADOC Reg 10-5, HQ TRADOC
- i. TRADOC Reg 10-41, Mission Assignments.

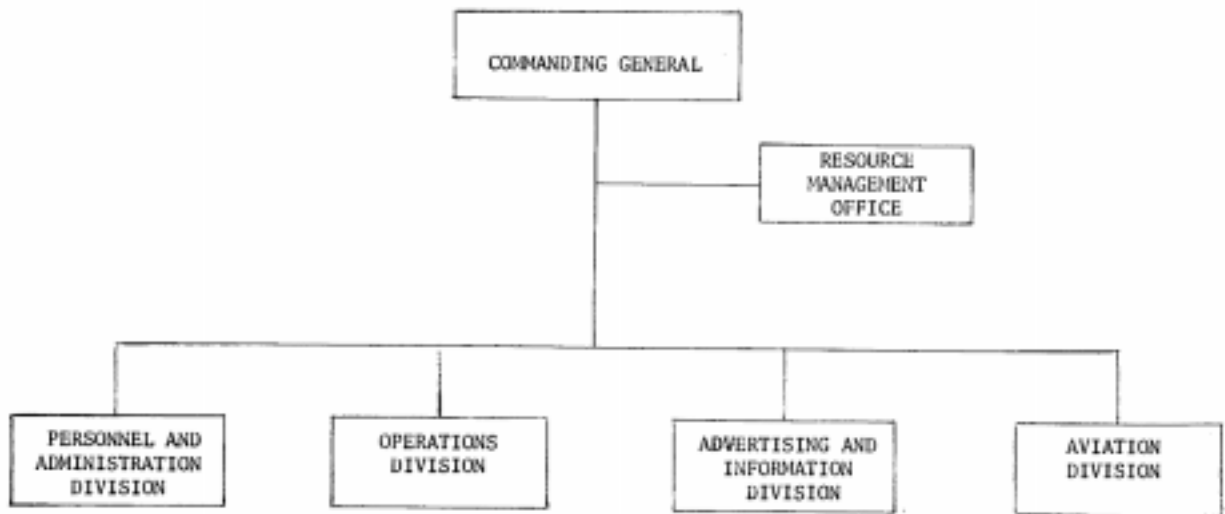
## APPENDIX A SCHOOL STRUCTURE



\* Optional Organizational Placement

\*\* Selected schools with major test responsibilities

## APPENDIX B HEADQUARTERS ROTC REGION STRUCTURE



The proponent of this regulation is the Office of the Deputy Chief of Staff, Resource Management. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) through channels to the Cdr, TRADOC, ATTN: ATRM-M, Fort Monroe, Virginia 23651.

FOR THE COMMANDER:

OFFICIAL:

B, E, HUFFMAN, JR.  
Major General, GS  
Chief of Staff

A handwritten signature in black ink, appearing to read "E. Thomas". The signature is stylized with a large, looped initial "E" and a cursive "Thomas".

E. THOMAS  
Colonel, AGC  
Adjutant General

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